

Sundry Notices

Janna Simonsen
Senior NRS



Module Objectives

Upon receipt of a Sundry Notice (SN), know how to determine:

1. Appropriate level of surface/environmental review
1. Needs for NEPA documentation & analysis
1. Steps necessary for processing of SN



Regulatory Authorities

“If there is additional surface disturbance, the proposal shall include a surface use plan of operations.” 43 CFR §3162.3-2(a)

**“Prior to commencing any operation on the leasehold which will result in additional surface disturbance... the operator shall submit a proposal on Form 3160–5 to the authorized officer for approval. The proposal shall include a surface use plan of operations.”
43 CFR §3162.3-3**

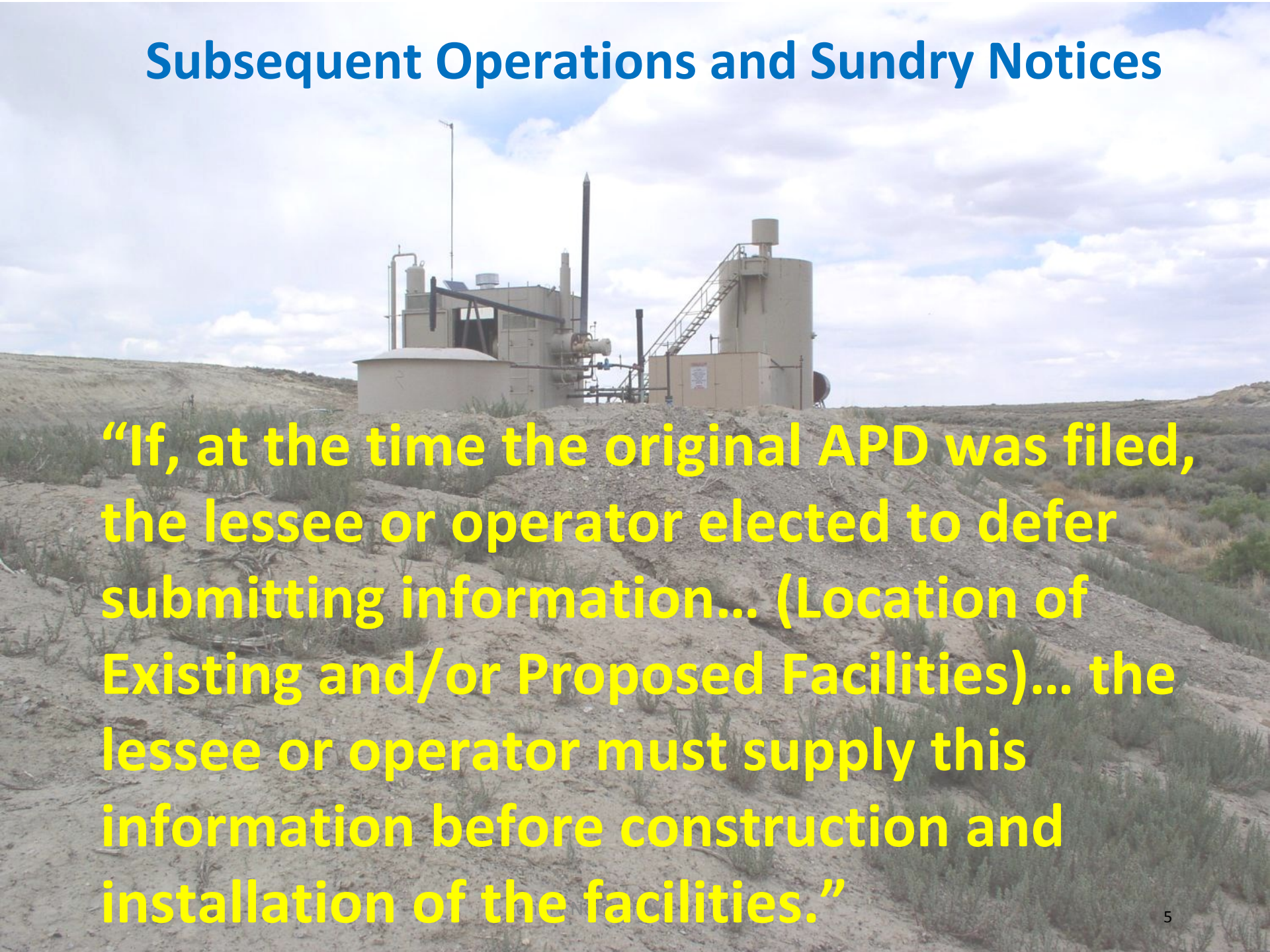
Onshore Oil and Gas Order No. 1

VIII. Subsequent Operations and Sundry Notices

“Lessees and operators must submit... [a Sundry Notice] before:

- **Undertaking any subsequent new construction outside the approved area of operations; or**
- **Reconstructing or altering existing facilities including, but not limited to, roads, emergency pits, firewalls, flowlines, or other production facilities on any lease that will result in additional surface disturbance”**

Subsequent Operations and Sundry Notices



“If, at the time the original APD was filed, the lessee or operator elected to defer submitting information... (Location of Existing and/or Proposed Facilities)... the lessee or operator must supply this information before construction and installation of the facilities.”

What is a Sundry Notice for?

Three general categories:

- **Notice of Intent (NOI)** = new activities **not provided for under an approved APD**, or modification of previously-approved plans
- **Subsequent Report (SR)** = **work completed, i.e., under a Written Order or follow-up required by authorizations.**
- **Final Abandonment Notice (FAN)** = prompts BLM to consider releasing bond liability for a well, and for BLM to ensure P&Ad locations have been satisfactorily reclaimed.

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

FORM APPROVED
OMB No. 1004-0137
Expires: March 31, 2007

SUNDRY NOTICES AND REPORTS ON WELLS
Do not use this form for proposals to drill or to re-enter an abandoned well. Use Form 3160-3 (APD) for such proposals.

SUBMIT IN TRIPLICATE. Other instructions on reverse side.

1. Type of Well <input type="checkbox"/> Oil Well <input type="checkbox"/> Gas Well <input type="checkbox"/> Other		5. Lease Serial No.
2. Name of Operator		6. If Indian, Allottee or Tribe Name
3a. Address	3b. Phone No. (include area code)	7. If Unit or CA/Agreement, Name and/or No.
4. Location of Well (Footage, Sec., T., R., M., or Survey Description)		8. Well Name and No.
		9. API Well No.
		10. Field and Pool, or Exploratory Area
		11. County or Parish, State

12. CHECK APPROPRIATE BOX(ES) TO INDICATE NATURE OF NOTICE, REPORT, OR OTHER DATA

TYPE OF SUBMISSION	TYPE OF ACTION			
<input type="checkbox"/> Notice of Intent	<input type="checkbox"/> Acidize	<input type="checkbox"/> Deepen	<input type="checkbox"/> Production (Start/Resume)	<input type="checkbox"/> Water Shut-Off
<input type="checkbox"/> Subsequent Report	<input type="checkbox"/> Alter Casing	<input type="checkbox"/> Fracture Treat	<input type="checkbox"/> Reclamation	<input type="checkbox"/> Well Integrity
<input type="checkbox"/> Final Abandonment Notice	<input type="checkbox"/> Casing Repair	<input type="checkbox"/> New Construction	<input type="checkbox"/> Recomplete	<input type="checkbox"/> Other
	<input type="checkbox"/> Change Plans	<input type="checkbox"/> Plug and Abandon	<input type="checkbox"/> Temporarily Abandon	
	<input type="checkbox"/> Convert to Injection	<input type="checkbox"/> Plug Back	<input type="checkbox"/> Water Disposal	

13. Describe Proposed or Completed Operation (clearly state all pertinent details, including estimated starting date of any proposed work and approximate duration thereof. If the proposal is to deepen directionally or recomple horizontally, give subsurface locations and measured and true vertical depths of all pertinent markers and zones. Attach the Bond under which the work will be performed or provide the Bond No. on file with BLM/BIA. Required subsequent reports must be filed within 30 days following completion of the involved operations. If the operation results in a multiple completion or recompletion in a new interval, a Form 3160-4 must be filed once testing has been completed. Final Abandonment Notices must be filed only after all requirements, including reclamation, have been completed, and the operator has determined that the site is ready for final inspection.)

14. I hereby certify that the foregoing is true and correct
Name (Printed/Typed)

Title

Signature

Date

THIS SPACE FOR FEDERAL OR STATE OFFICE USE

Approved by

Title

Date

Conditions of approval, if any, are attached. Approval of this notice does not warrant or certify that the applicant holds legal or equitable title to those rights in the subject lease which would entitle the applicant to conduct operations thereon.

Office

Title 18 U.S.C. Section 1001 and Title 43 U.S.C. Section 1212, make it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious or fraudulent statements or representations as to any matter within its jurisdiction.

(Instructions on page 2)

Types of Sundry Actions

- Change Plans
- Convert to Injection
- New Construction
- Plug and Abandon
- Reclamation
- Water Disposal

Form 3160-5
(February 2005)

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

FORM APPROVED
OMB No. 4342-07
Revised March 11, 2007

SUNDRY NOTICES AND REPORTS ON WELLS
Do not use this form for proposals to drill or to re-enter an abandoned well. Use Form 3160-3 (APD) for such proposals.

SUBMIT IN TRIPLICATE. Other instructions on reverse side.

1. Type of Well: ☐ Oil Well ☐ Gas Well ☐ Other

2. Name of Operator

3a. Address

3b. Phone No. (include area code)

4. Location of Well (Footage, Sec., T., R., M., or Survey Description)

5. Lease Serial No.

6. If Indian, Allottee or Tribe Name

7. If Unit or Co-Agreement, Name and/or No.

8. Well Name and No.

9. API Well No.

10. Field and Pool, or Exploratory Acres

11. County or Parish, State

12. CHECK APPROPRIATE BOX(ES) TO INDICATE NATURE OF NOTICE, REPORT, OR OTHER DATA

TYPE OF SUBMISSION	TYPE OF ACTION
<input type="checkbox"/> Notice of Interest	<input type="checkbox"/> Acidize
<input type="checkbox"/> Subsequent Report	<input type="checkbox"/> Deepen
<input type="checkbox"/> Final Abandonment	<input type="checkbox"/> Alter Casing
	<input type="checkbox"/> Fracture Treat
	<input type="checkbox"/> Casing Repair
	<input type="checkbox"/> New Construction
	<input type="checkbox"/> Change Plans
	<input type="checkbox"/> Plug and Abandon
	<input type="checkbox"/> Convert to Injection
	<input type="checkbox"/> Plug Back
	<input type="checkbox"/> Production (Start/Resume)
	<input type="checkbox"/> Reclamation
	<input type="checkbox"/> Recomplete
	<input type="checkbox"/> Temporarily Abandon
	<input type="checkbox"/> Water Disposal
	<input type="checkbox"/> Water Shut-Off
	<input type="checkbox"/> Well Integrity
	<input type="checkbox"/> Other

13. **Details of Plug and/or Completion**
If the proposal is to deepen directionally or recompletes horizontally, give subsurface locations and measured and true vertical depths of all pertinent markers and zones. Attach a Bond under which the work will be performed or provide the Bond No. on file with BLM/BIA. Required subsequent reports must be filed within 30 days following completion of the work operations. If the operation results in a multiple completion or recompletion in a new interval, a Form 3160-4 must be filed once drilling has been completed. Final Abandonment/Notice must be filed only after all requirements, including reclamation, have been completed, and the operator has determined that the site is ready for final inspection.

14. I hereby certify that the foregoing is true and correct
Name (Printed/Typed)

Signature

Title

Date

THIS SPACE FOR FEDERAL OR STATE OFFICE USE

Approved by

Conditions of approval, if any, are attached. Approval of this notice does not warrant or certify that the applicant holds legal or equitable title to those rights in the subject lease which would entitle the applicant to conduct operations thereon.

Title 10 U.S.C. Section 1001 and Title 43 U.S.C. Section 1211, make it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious or fraudulent statement or representation as to any matter within its jurisdiction.

(Instructions on page 2)

TYPE OF ACTION

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> Acidize | <input type="checkbox"/> Deepen | <input type="checkbox"/> Production (Start/Resume) | <input type="checkbox"/> Water Shut-Off |
| <input type="checkbox"/> Alter Casing | <input type="checkbox"/> Fracture Treat | <input checked="" type="checkbox"/> Reclamation | <input type="checkbox"/> Well Integrity |
| <input type="checkbox"/> Casing Repair | <input checked="" type="checkbox"/> New Construction | <input type="checkbox"/> Recomplete | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Change Plans | <input checked="" type="checkbox"/> Plug and Abandon | <input type="checkbox"/> Temporarily Abandon | |
| <input checked="" type="checkbox"/> Convert to Injection | <input type="checkbox"/> Plug Back | <input checked="" type="checkbox"/> Water Disposal | |

THE FORM

LEASE

UNITS and
Agreements
(PA&CA) =
combine leases

New roads,
pipelines, electrical
facilities,
compressors, etc. in
lieu of ROW.

Form 3160-5 (February 2005)		UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT		FORM APPROVED OMB No. 1004-0197 Expires March 31, 2007	
SUNDRY NOTICES AND REPORTS ON WELLS <i>Do not use this form for proposals to drill or to re-enter an abandoned well. Use Form 3160-3 (APD) for such proposals.</i>				5. Lease Serial No.	
SUBMIT IN TRIPLICATE- Other instructions on reverse side.				6. If Indian, Allottee or Tribe Name	
1. Type of Well <input type="checkbox"/> Oil Well <input type="checkbox"/> Gas Well <input type="checkbox"/> Other				7. If Unit or C/A Agreement, Name and/or No.	
				8. Well Name and No.	
2. Name of Operator				9. API Well No.	
3a. Address				3b. Phone No. (include area code)	
4. Location of Well (Footage, Sec., T., R., M., or Survey Description)				10. Field and Pool, or Exploratory Area	
				11. County or Parish, State	
12. CHECK APPROPRIATE BOX(ES) TO INDICATE NATURE OF NOTICE, REPORT, OR OTHER DATA					
TYPE OF SUBMISSION		TYPE OF ACTION			
<input type="checkbox"/> Notice of Intent		<input type="checkbox"/> Acidize	<input type="checkbox"/> Deepen	<input type="checkbox"/> Production (Start/Resume)	<input type="checkbox"/> Water Shut-Off
<input type="checkbox"/> Subsequent Report		<input type="checkbox"/> Alter Casing	<input type="checkbox"/> Fracture Treat	<input type="checkbox"/> Reclamation	<input type="checkbox"/> Well Integrity
<input type="checkbox"/> Final Abandonment Notice		<input type="checkbox"/> Casing Repair	<input type="checkbox"/> New Construction	<input type="checkbox"/> Recomplete	<input type="checkbox"/> Other
		<input type="checkbox"/> Change Plans	<input type="checkbox"/> Plug and Abandon	<input type="checkbox"/> Temporarily Abandon	
		<input type="checkbox"/> Convert to Injection	<input type="checkbox"/> Plug Back	<input type="checkbox"/> Water Disposal	
13. Describe Proposed or Completed Operation (clearly state all pertinent details, including estimated starting date of any proposed work and approximate duration thereof. If the proposal is to deepen directionally or recomplete horizontally, give subsurface locations and measured and true vertical depths of all pertinent markers and zones. Attach the Bond under which the work will be performed or provide the Bond No. on file with BLM/BIA. Required subsequent reports must be filed within 30 days following completion of the involved operations. If the operation results in a multiple completion or recompletion in a new interval, a Form 3160-4 must be filed once testing has been completed. Final Abandonment Notices must be filed only after all requirements, including reclamation, have been completed, and the operator has determined that the site is ready for final inspection.)					
14. I hereby certify that the foregoing is true and correct Name (Printed/Typed)				Title	
Signature				Date	
THIS SPACE FOR FEDERAL OR STATE OFFICE USE					
Approved by				Title	
Conditions of approval, if any, are attached. Approval of this notice does not warrant or certify that the applicant holds legal or equitable title to those rights in the subject lease which would entitle the applicant to conduct operations thereon.				Date	
				Office	
Title 18 U.S.C. Section 1001 and Title 43 U.S.C. Section 1212, make it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious or fraudulent statements or representations as to any matter within its jurisdiction.					
(Instructions on page 2)					

UNITED STATES
DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

FORM APPROVED
OMB No. 1004-0137
Expires: March 31, 2007

SUNDRY NOTICES AND REPORTS ON WELLS
Do not use this form for proposals to drill or to re-enter an abandoned well. Use Form 3160-3 (APD) for such proposals.

SUBMIT IN TRIPLICATE. Other instructions on reverse side.

1. Type of Well

☐ Oil Well ☐ Gas Well ☐ Other

2. Name of Operator

3a. Address

3b. Phone No. (include area code)

4. Location of Well (Footage, Sec., T., R., M., or Survey Description)

5. Lease Serial No.

6. If Indian, Allottee or Tribe Name

7. If Unit or CA/Agreement, Name and/or No.

8. Well Name and No.

9. API Well No.

10. Field and Pool, or Exploratory Area

11. County or Parish, State

12. CHECK APPROPRIATE BOX(ES) TO INDICATE NATURE OF NOTICE, REPORT, OR OTHER DATA

TYPE OF SUBMISSION	TYPE OF ACTION			
<input type="checkbox"/> Notice of Intent	<input type="checkbox"/> Acidize	<input type="checkbox"/> Deepen	<input type="checkbox"/> Production (Start/Resume)	<input type="checkbox"/> Water Shut-Off
<input type="checkbox"/> Subsequent Report	<input type="checkbox"/> Alter Casing	<input type="checkbox"/> Fracture Treat	<input type="checkbox"/> Reclamation	<input type="checkbox"/> Well Integrity
<input type="checkbox"/> Final Abandonment Notice	<input type="checkbox"/> Casing Repair	<input type="checkbox"/> New Construction	<input type="checkbox"/> Recomplete	<input type="checkbox"/> Other
	<input type="checkbox"/> Change Plans	<input type="checkbox"/> Plug and Abandon	<input type="checkbox"/> Temporarily Abandon	
	<input type="checkbox"/> Convert to Injection	<input type="checkbox"/> Plug Back	<input type="checkbox"/> Water Disposal	

13. Describe Proposed or Completed Operation (clearly state all pertinent details, including estimated starting date of any proposed work and approximate duration thereof. If the proposal is to deepen directionally or recomple horizontally, give subsurface locations and measured and true vertical depths of all pertinent markers and zones. Attach the Bond under which the work will be performed or provide the Bond No. on file with BLM/BIA. Required subsequent reports must be filed within 30 days following completion of the involved operations. If the operation results in a multiple completion or recompletion in a new interval, a Form 3160-4 must be filed once testing has been completed. Final Abandonment Notices must be filed only after all requirements, including reclamation, have been completed, and the operator has determined that the site is ready for final inspection.)

14. I hereby certify that the foregoing is true and correct
Name (Printed/Typed)

Title

Signature

Date

THIS SPACE FOR FEDERAL OR STATE OFFICE USE

Approved by

Title

Date

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Office

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(Instructions on page 2)

Final Abandonment Notices

“Upon the removal of drilling or producing equipment from the site of a well which is to be permanently abandoned, the surface of the lands disturbed in connection with the conduct of operations shall be reclaimed in accordance with a plan first approved or prescribed by the authorized officer.”

43 CFR §3162.3-4(c)

“Final abandonment will not be approved until the surface reclamation work required in the Surface Use Plan of Operations or Subsequent Report of Plug and Abandon has been completed to the satisfaction of the BLM or the FS and Surface Managing Agency, if appropriate.”

Onshore Order No. 1 (XII.B)

Is an onsite inspection required for SNs?

In many instances, an onsite inspection may be necessary before a decision on the SN is made.

The agency has authority (*per Onshore Order #1*) to require an onsite inspection.

Decision should be made considering environmental setting, resources potentially affected, complexity of proposal, and BLM policy.

Surface/environmental review of SN

If actions approved under a SN will result in new or additional surface disturbance, the proposal must include a Surface Use Plan, or refer to an approved Surface Use Plan.

The agency may add Conditions of Approval (COA) to the SN that are developed in the environmental record of review.

(see 43 CFR §3162.5-1(a))

What level of additional NEPA analysis is required for SNs?

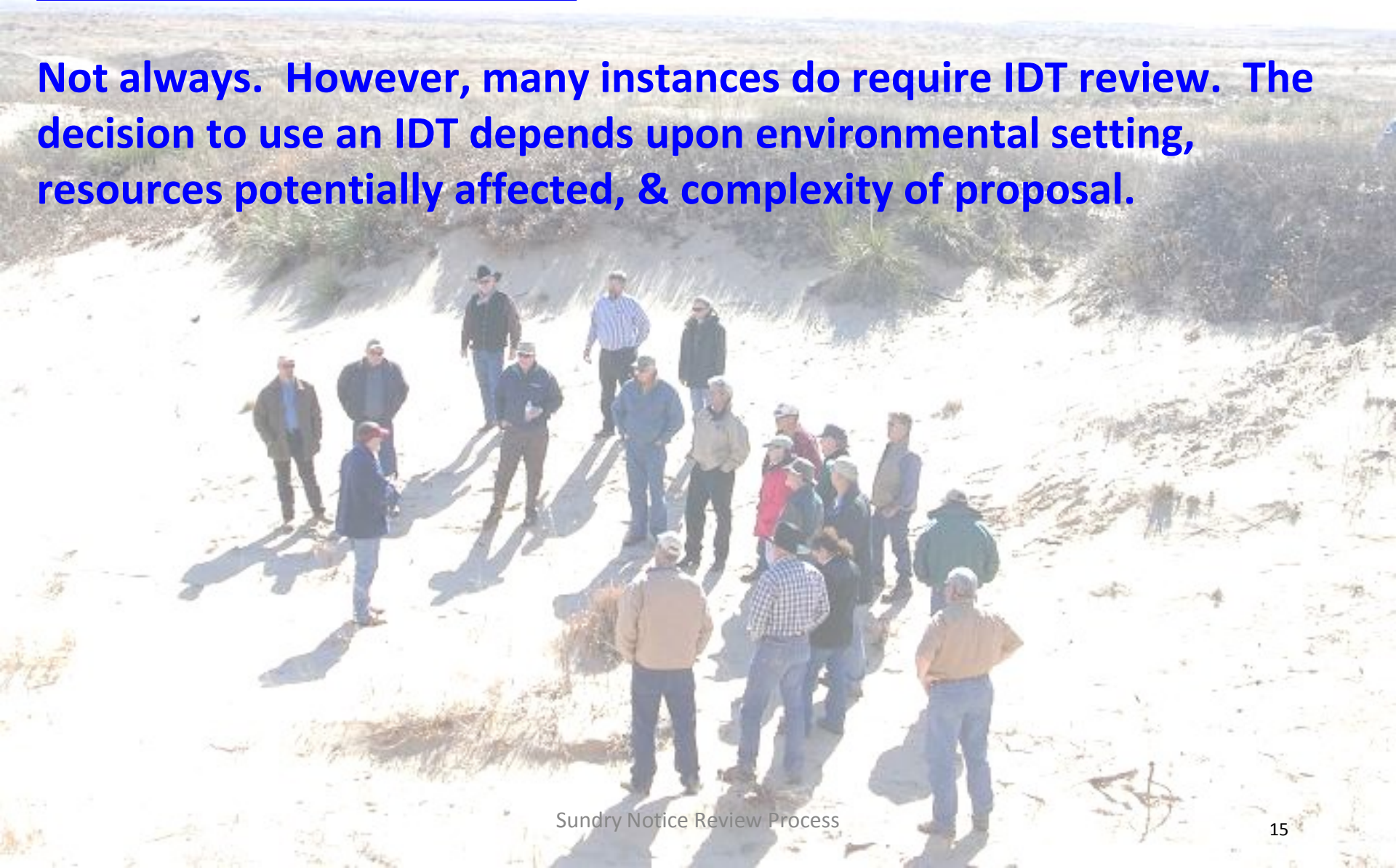
Refer to NEPA screening process (BLM Handbook H-1790-1).

In most cases, actions under a SN are considered at the time of APD approval, in which case no additional NEPA is required.

09.04.2005

Is Interdisciplinary Team (IDT) review necessary for SNs?

Not always. However, many instances do require IDT review. The decision to use an IDT depends upon environmental setting, resources potentially affected, & complexity of proposal.





How do you know whether the site meets BLM criteria for final reclamation?



How long should it take to process SNs?

Processing time for SNs is variable due to complexity of proposal.

In many instances, SNs can be processed within 1 to 2 weeks.

Others may require many months...

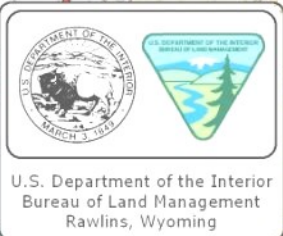
Example #1:

SN to extend approval period of APD for additional two years.

- specialists involved: 1
- time to complete processing: 1 day
- additional NEPA: none (considered in tiered EA)

Form 3160-5 (September 2001)		UNITED STATES DEPARTMENT OF THE INTERIOR BUREAU OF LAND MANAGEMENT		FORM APPROVED OMB No. 1004-0135 Expires January 31, 2004	
SUNDRY NOTICES AND REPORTS ON WELLS <i>Do not use this form for proposals to drill or reenter an abandoned well. Use Form 3160-3 (APD) for such proposals.</i>				5. Lease Serial No. WYW-0322994A	
				6. If Indian, Allottee or Tribe Name N/A	
SUBMIT IN TRIPLICATE - Other instructions on reverse side				7. If Unit or CA/Agreement, Name and/or No.	
				8. Well Name and No. Federal Polly 1	
1. Type of Well <input type="checkbox"/> Oil Well <input checked="" type="checkbox"/> Gas Well <input type="checkbox"/> Other				9. API Well No. 49-037-20175	
2. Name of Operator RIM Operating, Inc.				10. Field and Pool, or Exploratory Area Powder Springs	
3a. Address 5 Inverness Drive East, Englewood, CO 80112				3b. Phone No. (include area code) 303-799-9828 x308	
4. Location of Well (Footage, Sec., T., R., M., or Survey Description) 844' FNL, 530' FEL, NENE, Sec. 23, T12N R97W				11. County or Parish, State Sweetwater County, Wyoming	
12. CHECK APPROPRIATE BOX(ES) TO INDICATE NATURE OF NOTICE, REPORT, OR OTHER DATA					
TYPE OF SUBMISSION		TYPE OF ACTION			
<input type="checkbox"/> Notice of Intent		<input type="checkbox"/> Acidize <input type="checkbox"/> Deepen <input type="checkbox"/> Production (Start/Resume) <input type="checkbox"/> Water Shut-Off			
<input checked="" type="checkbox"/> Subsequent Report		<input type="checkbox"/> Alter Casing <input type="checkbox"/> Fracture Treat <input type="checkbox"/> Reclamation <input type="checkbox"/> Well Integrity			
<input type="checkbox"/> Final Abandonment Notice		<input type="checkbox"/> Casing Repair <input type="checkbox"/> New Construction <input type="checkbox"/> Recomplete <input checked="" type="checkbox"/> Other <input type="checkbox"/> Spill Report			
		<input type="checkbox"/> Change Plans <input type="checkbox"/> Plug and Abandon <input type="checkbox"/> Temporarily Abandon			
		<input type="checkbox"/> Convert to Injection <input type="checkbox"/> Plug Back <input type="checkbox"/> Water Disposal			
13. Describe Proposed or Completed Operations (clearly state all pertinent details, including estimated starting date of any proposed work and approximate duration thereof. If the proposal is to deepen directionally or recomplete horizontally, give subsurface locations and measured and true vertical depths of all pertinent markers and zones. Attach the Bond under which the work will be performed or provide the Bond No. on file with BLM/BLMHA. Required subsequent reports shall be filed within 30 days following completion of the involved operations. If the operation results in a multiple completion or recompletion in a new interval, a Form 3160-4 shall be filed once testing has been completed. Final Abandonment Notices shall be filed only after all requirements, including reclamation, have been completed, and the operator has determined that the site is ready for final inspection.					
At approximately 9am this morning, a condensate spill was discovered on this well location. An above ground transfer line ruptured releasing 216.21 bbls (207.18bbl condensate & 9.03bbl water). The well and transfer line were shut-in, and a vacuum truck was brought in and sucked up 38.14bbls condensate. The remaining fluid evaporated as this condensate is highly volatile. The spill covered an area approximately 45feet by 50feet.					
The spill did not reach any water and there were no injuries.					
RIM plans to remediate any contaminated soil on location. The remediation plan will be based on the level of contamination.					
14. I hereby certify that the foregoing is true and correct					
Name (Printed/Typed) Jason B. Rouse		Title OPERATIONS ENGINEER			
Signature <i>Jason B. Rouse</i>		Date March 2, 2006			
THIS SPACE FOR FEDERAL OR STATE USE					
Approved by		Title		Date	
Conditions of approval, if any, are attached: Approval of this notice does not warrant or certify that the applicant holds legal or equitable title to those rights in the subject lease which would entitle the applicant to conduct operations thereon.		Office			
Title 18 U.S.C. Section 1001, make it a crime for any person knowingly and willfully to make to any department or agency of the United States any false, fictitious or fraudulent statements or representations as to any matter within its jurisdiction.					
(Instructions on reverse)					

Catalina pH2O Disposal Project



Example #2:

SN to allow for surface disposal of CBM produced water from unit operations.

- Specialists involved: 9
- time to complete processing: 2.2 years
- additional NEPA: EA#1 (->EIS), EA#2

Discharge Point



1 inch equals 2,000 feet
1:24,000

Drafted By: TDB 08/08/2007

Sundry Notice Review Process

Legend

- Highway/Interstate
- Bureau of Land Management
- Private
- State
- Water Treatment Facility
- Water Pipeline

Example 3: Producing Oil / Gas Well Conversion to a Water Injection Well

Mitigation Opportunities Applied as a Condition of Approval

+Pad can be almost entirely reclaimed

+Require that Reclamation Monitoring Reports are submitted annually



Example 4: Re-Disturbance of Poorly Reclaimed Area

Mitigation Opportunities:

Impose better reclamation standards

Address problems: erosion, poor soil layer management, mulch, better seed mixes, trash, etc.

Require that Reclamation Monitoring Reports are submitted annually



Knowledge Review

- If an operator proposes to extend a well pad by 40' from what was approved in the APD, what must the operator submit to the agency for review?
- True or False: If a plugged and abandoned well site is properly recontoured and revegetation is on a trajectory towards meeting the reclamation success criteria, the BLM may approve a Final Abandonment Notice (FAN).
- How does the agency ensure operations approved by Sundry Notice are protective of the environment?

A photograph of a vast, open landscape. In the foreground and middle ground, there is a field of tall, dry grass with some green patches and small white flowers. Two pronghorns are visible in the middle distance, facing left. In the background, a range of blue, hazy mountains stretches across the horizon under a light blue sky with some white clouds.

Questions?